

CURRICULUM VITAE

BURIDI RAMESH

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Objective:

Seeking a professional and challenging career in the field of Finance/Accounts/Financial Services that utilizes my skills and abilities and offers growth in terms of professional and individual as well.

Qualified by:

- **Master of Business Administration** from Andhra University (2009-11) through **Gayatri Vidya Parishad College for PG Courses**, Visakhapatnam with specialization in **Finance and Marketing**.
Aggregate marks scored - **65%**
- **Master of Commerce** from Andhra University (1994-96) through **A.M.A.L college**, Visakhapatnam with specialization in Taxation.
Aggregate marks scored - **63%**
- **Bachelor of Commerce** from Andhra University (1991-94)
Aggregate marks scored – **65%**

Projects under taken:

- **Topic** : **Portfolio Management.**
- **Organization** : **Religare Securities Ltd, Visakhapatnam**
- **Project Outline** : The main objective of this study was to study the trading system of portfolio management services adopted by **Religare Securities Ltd** and about its communication facilities .

Core competencies:

Technical:

- Good Working hands on MS Office, Tally -9, Wings - 16.0.01,
- e-TDS Return Filing in Relyon & Taxmann Software
- Typewriting Higher from State Board of Technical Education & Training, Andhra Pradesh.

Professional Experience:

❖ *06.01.97 to Till Date :*

Consultant for Accounts to “ THE BANK OF BARODA UDYOGULA CO-OPERATIVE THRIFT AND CREDIT SOCIETY LTD”, Visakhapatnam.

❖ **16.01.2000 to 15.02.2004 :**

Worked as a Accountant’s Assistant in “**GAYATHRI PROJECTS LIMITED**, Somajiguda, Hyderabad.

❖ **16.02.2004 to 10.06.2008 :**

Working as Accountant, in **M/s. AMBIKA - ISHA**, Chartered Accountants. Visakhapatnam.

❖ **11.06.2008 To Till Date :(worked as a part time employee from 01.09.2009 to 31.07.2011)**

Working as Sr. Accountant, in **Gayatri Vidya Parishad College of Engineering for Women, Madhurawada, Visakhapatnam.**

❖ **01.08.2011 To Till Date :(Promoted as a Assistant Professor (Department of Management Science) at Gayatri Vidya Parishad College of Engineering for Women, Madhurawada, Visakhapatnam**

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Workshops attended:

- Attended workshop on “Faculty knowledge sharing”.

Present Role in the Institute

- ✓ Checking of Financial Statements Figures with the books of account
- ✓ Obtaining various supporting documents, clarifications and explanations in order to confirm figures shown in the financial statements.
- ✓ Preparation of utilization certificates.
- ✓ Statutory Audit Reports According to Norms of Income Tax Department and All India Technical Education, New Delhi.
- ✓ **Preparation of statements for Admission’s and Fee Review Committee of AP State Government.**
- ✓ **Attending the Income Tax related works.**
- ✓ **Coordinating and submitting the documents to the State Government for various Scholarships and Tuition fee reimbursement schemes.**

PERSONAL

Date of Birth : **10th June, 1973**
Gender : **Male**
Marital Status : **Married**
Language Knows : **Telugu, English, & Hindi.**
Nationality : **Indian.**

Declaration:

I declare that all the above mentioned are true to the best of my knowledge.



(BURIDI RAMESH)